

**DODGE COUNTY HEALTH FACILITIES COMMITTEE MEETING
ADMINISTRATION BUILDING
127 EAST OAK STREET, ROOMS 1H & 1I, JUNEAU, WI 53039**

November 4, 2020

MINUTES

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 8:00 a.m. with the following members present:
2. **ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD ATTENDANCE:**

COMMITTEE MEMBERS PRESENT

Larry Bischoff
Lisa Derr
Dan Hilbert
Karen Kuehl
Mary Ann Miller (via telephone)

NON-COMMITTEE MEMBERS PRESENT

None

ABSENT: None.

ALSO PRESENT: Jim Mielke, Dodge County Administrator; Ed Somers, Clearview Executive Director/Administrator; Lori Kurutz, Assistant Administrator; Nicole Grossman, Director of Finance; and Jill Soldner, Administrative Secretary.

3. **PUBLIC COMMENT:** None.
4. **APPROVAL OF MINUTES OF THE OCTOBER 7, 2020 MEETING:** Motion made by Hilbert to approve the October 7, 2020 Health Facilities Minutes; seconded by Derr. Motion carried.
5. **VOLUNTARY AND INVOLUNTARY DISCHARGES:** There were seven voluntary discharges and one involuntary discharges to report.
6. **CENSUS REPORTS:**

Clearview Brain Injury Center:	16 of 30
Clearview:	94 of 120
Clearview Behavioral Health 1/2/3/4:	32 of 40
ICF-IID (formerly FDD):	39 of 46
Trailview	4 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	18 of 20
7. **ADMINISTRATOR'S REPORT:** PowerPoint presentations were given by Administrator Ed Somers, Assistant Administrator Lori Kurutz, and Finance Director Nicole Grossman.

- **Indirect Cost Allocation:** Executive Director Somers discussed Clearview's Indirect Cost Allocation for budget year 2021. The Finance Committee, at its October 12, 2020 meeting, moved to have the costs identified in the Indirect Cost Allocation report, included in the respective departments 2021 budgets. Clearview will show an additional expense of \$1,699,916 and an offsetting property tax revenue.
- **Organizational Changes:** With the upcoming retirement of Assistant Administrator Lori Kurutz on December 18, 2020, it has been decided to not replace her. Job duties will be reallocated after her retirement. Two new positions were proposed: an Activities Director and an In-Service Director. The Activities Director would supervise Certified Occupational Therapists, Activity Therapy Aides, volunteers, and the cosmetologist. The In-Service Director would be responsible for Quality Assessment and Performance Improvement ("QAPI"), Corporate Compliance, nurse aide certification training, and staff training. Clearview's current Director of Support Services will become responsible for abuse investigations and reporting. The two new positions have been forwarded to the Human Resource Committee for approval of job descriptions and placement on the wage scale. Once approved by Human Resources, a Resolution for each position will be brought back to the Health Facilities Committee and then sent to the Finance Department for approval of the fiscal note. The Resolutions will go before the County Board at its December 15, 2020 meeting.

Clearview currently has two employed Medical Directors, Daniel Lopez-Tan and Anilkumar Doniparthi; they will be replaced by a contracted Medical Director, Lisa Weber, on December 3, 2020. Drs. Lopez-Tan and Doniparthi's last day will be December 2, 2020. Dr. Weber has two Advanced Practice Nurse Prescribers ("APNP") that will be assisting her. Clearview currently has a contracted APNP who will stay for a few months during the transition period of Dr. Weber and her APNPs.

With the organizational changes listed above, there will be a net savings of \$283,631 for 2021.

- **Financial Report:** Nicole Grossman, Finance Director, provided a financial report to the Committee on the Clearview budget status as of September 30, 2020. The report was put together utilizing source documents as produced out of Tyler Munis. It was outlined to the Committee that the compiled report, indicating a net gain, is perhaps overstated.

Grossman also reported to the Committee that the total in Cares Act Funding that has been received at Clearview, year-to-date, is \$1,318,273.76.

She provided overview to the COVID expenses Clearview has incurred, which included \$60,057.33 in payroll expenses and \$43,319.38 in supplies, totaling 103,376.61. Routes to Recovery purchases was not included in these figures.

Routes to Recovery – Funding through Dodge County – Update provided. A total of \$212,601.22 has been submitted for expenses.

- **COVID-19 Update:** NOAH Labs is Clearview's current COVID-19 testing provider. With Dodge County having a positivity rate of greater than 10%, Clearview staff are tested two times a week and residents are tested once a week.

A Focused Infection Control Survey ("FICS") is conducted in nursing homes every time a resident tests positive for COVID-19. The State conducted a FICS survey on October 27, 2020,

in response to two COVID-19 positive residents, who have since recovered. There were no citations issued.

An update on Clearview's Personal Protective Equipment ("PPE") inventory as of October 30, 2020 was provided.

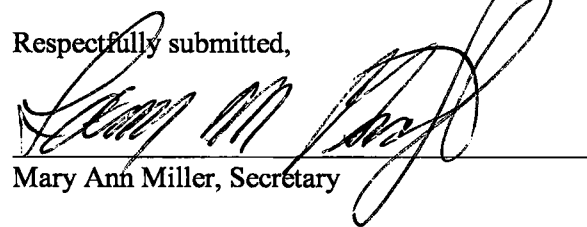
- **COVID Infection Control Incentive Payments:** Incentive amounts a facility receives are based on two measures. Since Clearview had a positivity rate lower than Dodge County and has a mortality rate less than 10%, Clearview received a payment of \$39,893.08. The Brain Injury Center will be receiving an incentive payment in the future, for an unknown amount. As long as the two measures are met, payments will be made monthly. To date, Clearview has received \$1,318,273.76 in CARES Act funding, which includes the \$39,893.08 received on November 2, 2020.

An update on the Routes to Recovery was given. Receipts have been submitted and reimbursement received in the amount of \$12,261.09. Additional receipts will be submitted on November 6, 2020. Clearview's estimated submission total is \$186,946.75; Dodge County IT Department's submission on behalf of Clearview is \$25,654.47, for a total reimbursement submission of \$212,601.22.

- **COVID Incentive Pay Policy:** A policy regarding COVID Incentive Pay for Clearview staff is in place. The purpose of the policy is to ensure that there is enough staff coverage in the facility on all households for every shift and to promote proper care and coordination of residents and nursing assistant staff throughout the COVID pandemic.
8. **NEXT MEETING DATE AND TIME:** *Wednesday, December 2, 2020, at 8:00 a.m.*, in Rooms 1H and 1I, 127 East Oak Street, Juneau, Wisconsin.
 9. **ADJOURN:** There being no further business to come before the Committee, Motion by Kuehl to adjourn; seconded by Hilbert. Motion carried. Meeting adjourned at 9:40 a.m.

Dated this 2nd day of December, 2020.

Respectfully submitted,



Mary Ann Miller, Secretary